

# COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Media Center

Tuesday, March 19, 2024  
7:00 pm

## MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, March 19, 2024, in the Colchester High School Media Center. Board members in attendance were Board Chair Lindsey Cox, Directors Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, Jennifer Fath, and Student Representative Phoebe Richardson. District administrators and employees in attendance included Superintendent Amy Minor, Business and Operations Manager George Trieb, and Director of Curriculum Gwen Carmolli. There were no community members in the audience.

### I. Call to Order

Superintendent Amy Minor called the meeting to order at 7:00 pm and led in the Pledge of Allegiance.

### II. Citizen Participation

None.

### III. Hear Nominations for School Board Reorganization and Approval of Newspaper of Record

Action

Nominations were held for school board chair, vice chair, and clerk, as well as the official newspaper of record.

*Director Longo moved to nominate Lindsey Cox as Board Chair. The motion passed unanimously, 4-0.*

*Director Kigonya moved to nominate Nic Longo as Vice Chair. The motion passed unanimously, 4-0.*

*Director Kigonya moved to nominate Ben Yousey-Hindes as Board Clerk. The motion passed unanimously, 4-0.*

*Director Yousey-Hindes moved to approve The Colchester Sun as the district's official newspaper for legal notices. The motion passed unanimously, 5-0.*

### IV. First Reading of School Board Policies

Action

School Board Policy: B1

Code of Ethics for School Board Members: B2

Management and Suspension of Policies: A1

These three policies are reviewed annually to renew the board's commitment to their service and the district. Director Yousey-Hindes requested a minor language change in A1 regarding how policies are codified compared to the Vermont School Board Association's model policy manual.

*Director Yousey-Hindes moved to approve the first readings of board policies B1, B2, and A1. The motion passed unanimously.*

**V. Approval for Purchase of Air Conditioning Unit at CHS Action**

Business and Operations Manager George Trieb reviewed the bids received from the RFP to replace the air handling unit that supports the core of the first floor at CHS. It is the original equipment that was installed when the school was built. The board asked several questions related to the work schedule and future plans for air handling units in other parts of the school.

*Director Kigonya moved to accept the recommendation of the business and operations manager to select Climate Systems Inc. to complete the replacement of the AHU. The motion passed unanimously.*

**VI. Approval of Recommendation for Administrator Contract Renewals 2024-25 Action**

Superintendent Amy Minor provided the board with a memo outlining the contracts recommended for renewal for the FY'25 school year.

*The board had questions specific to individual contracts and given the personnel nature, the motion was tabled until it could be discussed in executive session.*

**VII. Approval of Recommendation for Teacher Contract Renewals 2024-25 Action**

Superintendent Amy Minor provided the board with a memo outlining the contracts recommended for renewal for the FY'25 school year.

*Director Yousey-Hindes moved to approve the recommended teacher contracts for the 2024-2025 school year. The motion passed 5-0.*

**VIII. Approval of School Calendar for 2024-25 Action**

Superintendent Amy Minor outlined the draft calendar for next school year. The calendar is based on the contract agreement, which indicates there will be 176 student days, eight in-service days, one teacher prep day, and two family conference days for a total of 187 days.

New this year, school districts in the Champlain Valley have committed to a regional calendar that will include 175 common school days. This means that all districts in Chittenden, Franklin, and Addison counties will follow the same schedule for most holidays and professional development days. Superintendents have also agreed that all districts will start the school year on Monday, August 26, 2024. This regional alignment will have many benefits, including consistency with students attending technical centers, the potential for more regionalized professional development opportunities, and fewer conflicts for staff who work in districts outside of where they live.

In an ongoing commitment to fostering an inclusive and diverse learning environment, the school districts in the Champlain Valley have also agreed to add closures for a few cultural and religious holidays not previously recognized. Acknowledging these important holidays not only demonstrates respect for the diverse backgrounds of our students, families, and staff but also creates a more inclusive and welcoming environment for all.

*Director Kigonya moved to approve the four early release days in the 2024-2025 calendar as presented. The motion passed unanimously.*

**IX. Approval of Consent Agenda**

**Action**

The board reviewed the following consent agenda. Superintendent Minor acknowledged several teachers retiring at the end of the current school year and thanked them for their dedication and service to the students of Colchester.

**CONSENT AGENDA**

**Board Meeting Date: March 19, 2024**

**Revised**

***Licensed Employees (Teacher/Administrator)***

<b>Contract Type</b>	<b>First Name</b>	<b>Last Name</b>	<b>Category</b>	<b>Position</b>	<b>FTE/Hours</b>	<b>Building</b>	<b>Agenda Information</b>	<b>Person Replacing</b>	<b>Budgeted</b>	<b>Admin Support</b>
Teacher	Sara	Blake	Resignation/Retirement	Literacy Coordinator	1.0	MBS	Request to end employment End of School Year 23/24			Yes
Teacher	Leslie	Noble	Resignation/Retirement	Special Educator	1.0	DW	Request to end employment 05/17/2024			Yes
Teacher	Marie	Hayes	Resignation/Retirement	Title I/Reading Teacher	1.0	PPS	Request to end employment End of School Year 23/24			Yes
Teacher	Martha	Mutz	Resignation/Retirement	Music Teacher	1.0	PPS/UMS	Request to end employment End of School Year 23/24			Yes
Teacher	Robert	Janelli	Resignation	Special Educator	1.0	MBS	Request to resign position End of School Year 23/24			Yes
Teacher	Robert	Janelli	New Hire	Math Interventionist	1.0	PPS/UMS	Request to Hire	New Position	Yes	Yes

***Non-Licensed Employees (Support Staff), Board Approval Required***

<b>Contract Type</b>	<b>First Name</b>	<b>Last Name</b>	<b>Category</b>	<b>Position</b>	<b>FTE/Hours</b>	<b>Building</b>	<b>Agenda Information</b>	<b>Person Replacing</b>	<b>Budgeted</b>	<b>Admin Support</b>
Support Staff	Deena	Murphy	Leave of Absence	Paraeducator- ELL	32.5	MBS	Request for LOA (05/10-05/20/24)			

***Non-Licensed Employees (Support Staff), Informational***

<b>Contract Type</b>	<b>First Name</b>	<b>Last Name</b>	<b>Category</b>	<b>Position</b>	<b>FTE/Hours</b>	<b>Building</b>	<b>Agenda Information</b>	<b>Person Replacing</b>	<b>Budgeted</b>	<b>Admin Support</b>
Support Staff	Jessica	Morey	New Hire	Paraeducator	32.5	PPS	Notice of Hire	Melissa Bushell		
Co-Curricular	Andrew	Cootware	New Hire	JV Baseball Coach	n/a	CHS	Notice of Hire			
Co-Curricular	Tyler	Cootware	New Hire	JV Baseball Coach	n/a	CHS	Notice of Hire			
Support Staff	Tasha	Boucher	New Hire	Custodian	20.0	CMS	Notice of Hire			
Support Staff	Emily	Bond	Transfer	SLP Paraeducator	32.5	CHS	Notice of Hire			
Support Staff	Jamie	Winton	New Hire	Maintenance	40.0	District	Notice of Hire			

*The board had questions specific to an individual request on the consent agenda and given the personnel nature, the motion was tabled until it could be discussed in executive session.*

**X. Approval of Meeting Minutes Action**  
• **March 5, 2024 (general)**

*Director Yousey-Hindes moved to approve the amended minutes from the March 5, 2024 meeting. The motion passed unanimously.*

**XI. Board/Administration Communication, Correspondence, Committee Reports Information**

- The school district partnered with the police department to produce and distribute a PSA in response to an increase in motor vehicles not stopping for red lights on school buses.
- Request to move the general session board meeting scheduled for April 16 be converted to a facilities work session at Central Office from 7-9 pm.
- The board reviewed the meeting schedule for the 2024-2025 school year.

**XII. Future Agenda Items Information**

- Continuation of the Policy Review Cycle
- NEASC Report from CHS
- Auditor's Report

**XIII. Executive Session to Discuss Personnel Matters Action**

*Director Longo moved to enter executive session at 7:44 pm to discuss several personnel matters. The motion passed unanimously.*

*Director Yousey-Hindes moved to exit executive session at 8:45 pm. The motion passed unanimously.*

*Director Kigonya moved to approve the recommended administrator contracts for the 2024-2025 school year. The motion passed unanimously.*

*Director Kigonya moved to approve the licensed employees section consent agenda. The motion passed unanimously.*

*Director Yousey-Hindes moved to deny the non-licensed employees section of the agenda that requires board approval. The denial motion passed unanimously.*

**XIV. Adjournment**

*Director Longo moved to adjourn at 8:50 pm. The motion passed unanimously.*

Recorder:

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Meghan Baule  
Recording Secretary

Board Clerk:

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Ben Yousey-Hindes  
Board Clerk